

21 APRIL 2005



Personnel

**CIVILIAN MISCONDUCT ADVISORY PANEL
(CMAP)**

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This instruction implements BAFBPD 36-1, 21 April 2005, Civilian Misconduct Advisory Panel, that authorizes the creation of the Civilian Misconduct Advisory Panel (CMAP). The Policy Directive delegates the authority to head the CMAP proceedings to the Mission Support Group Commander (11 MSG/CC). This instruction establishes the basic guidelines for the treatment and disposition of civilian dependents (including juvenile cases) and guests concerning misconduct committed on this installation. It is applicable to all military personnel who occupy government quarters on Bolling AFB.

SUMMARY OF REVISIONS

All references to Support Group or SPTG have been changed to Mission Support Group or MSG. Also paragraph 1.3.2. has been added which states "A commander or work supervisor may attend the relevant CMAP hearing as chain-of-command representative for unit administrative and troop morale purposes." Responsibilities were transferred to 11 MSG/CD.

1. Civilian Misconduct Advisory Panel. Creation of the Panel. This instruction creates a Civilian Misconduct Advisory Panel (CMAP) as a standing committee of Bolling AFB. The Panel convenes at the discretion of the Chairperson, 11 MSG/CD, to review cases of civilian dependent and guest misconduct and to recommend action by 11 MSG/CC or 11 WG/CC.

- 1.1. Composition of the Panel: The Panel will have the following permanently assigned members or their representatives:
- 11 MSG/CD (Chairperson, a voting member).
 - 11 WG/JA (a voting member).
 - 11 MSG/CEM (a voting member).

- 11 MSG/SVY.
- 11 MDG/SGOH

1.2. The MSG/CD may invite Non-Voting Members to address the panel on any relevant matter.

2. Referral Process. Cases are referred to the Panel by its members or through any official channels. The Chairperson shall determine which cases will be reviewed by the Panel. Every incident involving misconduct need not be brought before the Panel. Only those cases of a serious nature, those which reflect a pattern of anti-social or delinquent behavior (e.g., repetitious misconduct), or those which warrant 11 MSG/CD's interest should be considered by the Panel. There is no entitlement to a panel hearing before 11 MSG/CC or 11 WG/CC takes action.

2.1. Invitation to attend a CMAP meeting is issued by 11 MSG/CD to the sponsor and dependent or civilian respondent. Although an appearance before CMAP is not mandatory, a failure to appear could result in the imposition of severe base restrictions or barment by 11 WG/CC.

2.2. A commander or unit supervisor of the sponsor may attend the relevant CMAP hearing as chain-of-command representative for unit administrative and troop morale purposes.

3. Automatic Referrals. Any incident report received by 11 SFS/SFAR (Reports and Analysis Section) that involves any of the following misconduct by civilian dependents and guests on Bolling AFB may be referred to the Panel including, but not limited to use, sale, or possession of controlled substances; underage consumption of alcoholic beverages; larceny of government or personal property; willful destruction of government or personal property; sexual offenses (not to include rape), shoplifting, aggravated assault or recurring cases of simple assault.

4. Procedural Rules. The Panel shall set its own internal procedural rules. However, strict rules of evidence will not be followed. Any relevant, non-cumulative material will be considered.

4.1. Panel proceedings are not adversarial.

4.2. The 11 MSG/CD will inform the sponsor and respondent of CMAP's finding and recommendations.

4.3. Legal representation is neither required nor authorized.

4.3.1. Respondents, witnesses, victims, third parties, and military members otherwise involved with a case may submit written statements.

5. Summary of Recommendation. A summary of CMAP recommendations will be conveyed by 11 MSG/CD to 11 MSG/CC or 11 WG/CC for approval and action. No

independent system of records will be generated or maintained by the Panel. Sponsor and subject have no right to receive a copy of any written reports of the Panel.

5.1. Because the recommendations made by the Panel are not binding, there is no appeal from the Panel's recommendation.

5.1.1. Panel Recommendation: Recommendations are intended to be primarily corrective in nature, to preserve the good order and discipline on Bolling AFB, and to ensure the safety of the Bolling AFB community. Possible recommendations include, but are not limited to:

- No action.
- Oral or written reprimand of the respondent and/or sponsor.
- Recommend the respondent and/or family to the appropriate agency for counseling and/or treatment.
- Place specific base areas "Off Limits" to the respondent.
- Impose a curfew for juvenile respondents.
- Suspend or revoke certain base privileges of respondent for a specific length of time.
- Recommend that the juvenile respondent provide some form of community service, with the sponsor acting as supervisor
- Recommend that the respondent provide restitution for loss of Government/personal property.
- Bar the respondent from base.
- Terminate the sponsor's government housing.
- Any other action within 11 WG/CC's authority.

6. Autonomy of Immediate Command. This instruction recognizes the necessity that decisions of the immediate command be independent. No recommendation by the Panel is intended to be binding on, or to affect the independent decision of, the immediate command. The sponsor's immediate commander shall take any action he or she deems appropriate.

6.1. Reopening a Matter. If the CMAP Chairman learns that a respondent/sponsor who agreed to comply with CMAP's recommendations does not fulfill a condition, he or she can re-open the matter and hold another CMAP meeting about the initial offense as well as the reported non-compliance.

7. Responsibilities.

7.1. Sponsor.

7.1.1. Ensure guests, civilian dependents, and guests of civilian dependents maintain proper social behavior and comply with this instruction and all applicable

District of Columbia laws, Federal laws, Air Force Instructions, and Bolling AFB Instructions.

7.1.2. Sponsor and respondent may appear at scheduled Panel meetings.

7.2. CMAP Chairman Responsibilities.

7.2.1. Invite sponsor(s) and respondent(s) to attend a particular CMAP meeting, specifying date, time, and place of meeting.

7.2.2. Distribute CMAP packages (before the Panel meets) to all Panel members, which include a table of contents, synopsis of the incident (along with any previous incidents involving the subject).

DUANE A. JONES, Colonel, USAF
Commander, 11th Wing

Attachment 1**GLOSSARY OF REFERENCES AND SUPPORTING INFORMATION*****Terms***

Sponsor—A military member or DoD civilian employee with dependents.

Host—A person with a military ID Card who authorizes another person to enter Bolling AFB.

Guest—A person on Bolling AFB at the invitation of a person with the proper authority to extend such an invitation.

Juvenile—A person 17 years of age or younger.

Respondent—A person alleged to have committed misconduct.

Misconduct—Criminal acts, whether misdemeanors or felonies; other acts which may negatively affect the good order and discipline, morale, or safety of the base population.